



WEST VALLEY CITY HOUSING AUTHORITY  
3600 CONSTITUTION BOULEVARD  
WEST VALLEY CITY, UTAH 84119

TOM HUYNH, CHAIR  
LARS NORDFELT, VICE CHAIR

The Regular Meeting of the West Valley City Housing Authority will be held on Tuesday, June 2, 2015, at 6:30 PM, or as soon thereafter as the Redevelopment Agency Meeting is completed, in the City Council Chambers, West Valley City Hall, 3600 Constitution Boulevard, West Valley City, Utah. Members of the press and public are invited to attend.

Posted 05/28/2015, 10:00 a.m.

**A G E N D A**

1. Call to Order
2. Opening Ceremony
3. Roll Call
4. Approval of Minutes:
  - A. May 5, 2015 (Regular Meeting)
  - B. May 12, 2015 (Special Regular Meeting)
5. Communications
6. Report of Executive Director
7. Public Hearings:
  - A. Accept Public Input Regarding FY 2015-2016 Tentative Budget

West Valley City does not discriminate on the basis of race, color, national origin, gender, religion, age or disability in employment or the provision of services.

If you are planning to attend this public meeting and, due to a disability, need assistance in understanding or participating in the meeting, please notify the City eight or more hours in advance of the meeting and we will try to provide whatever assistance may be required. The person to contact for assistance is Sheri McKendrick.

Action: Consider Resolution No. 15-04, Adopting the Annual Budget for the West Valley City Housing Authority for the Fiscal Year Commencing July 1, 2015 and Ending June 30, 2016

8. Adjourn

## MINUTES OF HOUSING AUTHORITY MEETING – MAY 5, 2015

-1-

THE WEST VALLEY CITY HOUSING AUTHORITY MET IN REGULAR SESSION ON TUESDAY, MAY 5, 2015, AT 6:47 P.M., IN THE CITY COUNCIL CHAMBERS, WEST VALLEY CITY HALL, 3600 CONSTITUTION BOULEVARD, WEST VALLEY CITY, UTAH. THE MEETING WAS CALLED TO ORDER BY CHAIRMAN HUYNH.

THE FOLLOWING MEMBERS WERE PRESENT:

Tom Huynh, Chair  
Lars Nordfelt, Vice Chair  
Ron Bigelow, Board Member  
Steve Buhler, Board Member  
Karen Lang, Board Member  
Corey Rushton, Board Member  
Steve Vincent, Board Member

Wayne Pyle, Executive Director  
Sheri McKendrick, Secretary

STAFF PRESENT:

Paul Isaac, Assistant City Manager/HR Director  
Nicole Cottle, Assistant City Manager/CED Director  
Eric Bunderson, City Attorney  
Jim Welch, Finance Director  
Russell Willardson, Public Works Director  
Kevin Astill, Parks and Recreation Director  
Layne Morris, CPD Director  
John Evans, Fire Chief  
Lee Russo, Police Chief  
Sam Johnson, Strategic Communications Director  
Jake Arslanian, Public Works Department  
Andrew Wallentine, Administration

### 1322 **OPENING CEREMONY**

The Opening Ceremony was previously conducted by Karen Lang who led the Pledge of Allegiance to the Flag.

### 1323 **APPROVAL OF MINUTES OF REGULAR MEETING HELD APRIL 7, 2015**

The Board read and considered Minutes of the Regular Meeting held April 7, 2015. There were no changes, corrections or deletions.

After discussion, Mr. Buhler moved to approve the Minutes of the Regular Meeting held April 7, 2015, as written. Mr. Nordfelt seconded the motion.

**MINUTES OF HOUSING AUTHORITY MEETING – MAY 5, 2015**

**-2-**

A roll call vote was taken:

Mr. Vincent	Yes
Ms. Lang	Yes
Mr. Buhler	Yes
Mr. Bigelow	Yes
Mr. Rushton	Yes
Mr. Nordfelt	Yes
Chairman Huynh	Yes

Unanimous.

1324

**EXECUTIVE DIRECTOR SUBMIT FY2015-2016 PROPOSED BUDGET**

Executive Director, Wayne Pyle, submitted the FY 2015-2016 Proposed Budget to the Housing Authority Board.

THERE BEING NO FURTHER BUSINESS OF THE WEST VALLEY HOUSING AUTHORITY, THE REGULAR MEETING OF TUESDAY, MAY 5, 2015, WAS ADJOURNED AT 6:49 P.M., BY CHAIRMAN HUYNH.

I hereby certify the foregoing to be a true, accurate and complete record of the proceedings of the Regular Meeting of the West Valley City Housing Authority held Tuesday, May 5, 2015.

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Sheri McKendrick, MMC  
Secretary

# MINUTES OF HOUSING AUTHORITY SPECIAL MEETING – MAY 12, 2015

-1-

THE WEST VALLEY CITY HOUSING AUTHORITY MET IN SPECIAL REGULAR SESSION ON TUESDAY, MAY 12, 2015, AT 7:29 P.M., IN THE CITY COUNCIL CHAMBERS, WEST VALLEY CITY HALL, 3600 CONSTITUTION BOULEVARD, WEST VALLEY CITY, UTAH. THE MEETING WAS CALLED TO ORDER BY CHAIRMAN HUYNH.

THE FOLLOWING MEMBERS WERE PRESENT:

Tom Huynh, Chair  
Lars Nordfelt, Vice Chair  
Ron Bigelow, Board Member  
Steve Buhler, Board Member  
Karen Lang, Board Member  
Corey Rushton, Board Member  
Steve Vincent, Board Member

Wayne Pyle, Executive Director  
Sheri McKendrick, Secretary

STAFF PRESENT:

Paul Isaac, Assistant City Manager/HR Director  
Nicole Cottle, Assistant City Manager/CED Director  
Eric Bunderson, City Attorney  
Jim Welch, Finance Director  
Kevin Astill, Parks and Recreation Director  
Lee Russo, Police Chief  
John Evans, Fire Chief  
Chris Curtis, Acting CPD Director  
Jake Arslanian, Public Works Department

1325      **OPENING CEREMONY**

The Opening Ceremony was previously conducted by Steve Vincent who led the Pledge of Allegiance to the Flag.

1326      **RESOLUTION NO. 15-03, ADOPT A TENTATIVE BUDGET FOR THE SUPPORT OF THE HOUSING AUTHORITY FOR THE FISCAL YEAR COMMENCING JULY 1, 2015 AND ENDING JUNE 30, 2016, AND SET JUNE 2, 2015 AS THE DATE FOR PUBLIC HEARING**

Executive Director, Wayne Pyle, presented proposed Resolution No. 15-03 that would adopt a Tentative Budget for the support of the Housing Authority for the fiscal year commencing July 1, 2015 and ending June 30, 2016, and set June 2, 2015 as the date for public hearing.

## MINUTES OF HOUSING AUTHORITY SPECIAL MEETING – MAY 12, 2015

-2-

Mr. Pyle stated, if approved, the Tentative Budget would be made available for public inspection during regular office hours in the City Recorder's Office prior to receiving comment at the public hearing and consideration of adoption of the Final Budget.

After discussion, Mr. Buhler moved to approve Resolution No. 15-03, a Resolution of the West Valley City Housing Authority Adopting a Tentative Budget for the Support of the Housing Authority for the Fiscal Year Commencing July 1, 2015, and Ending June 30, 2016, and Setting June 2, 2015 as the Date for Public Hearing. Ms. Lang seconded the motion.

A roll call vote was taken:

Mr. Vincent	Yes
Ms. Lang	Yes
Mr. Buhler	Yes
Mr. Bigelow	Yes
Mr. Rushton	Yes
Mr. Nordfelt	Yes
Chairman Huynh	Yes

Unanimous.

THERE BEING NO FURTHER BUSINESS OF THE WEST VALLEY CITY HOUSING AUTHORITY, THE SPECIAL REGULAR MEETING OF TUESDAY, MAY 12, 2015, WAS ADJOURNED AT 7:30 P.M., BY CHAIRMAN HUYNH.

I hereby certify the foregoing to be a true, accurate and complete record of the proceedings of the Special Regular Meeting of the West Valley City Housing Authority held Tuesday, May 12, 2015.

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Sheri McKendrick, MMC  
Secretary

Item: \_\_\_\_\_  
Fiscal Impact: \_\_\_\_\_  
Funding Source: \_\_\_\_\_  
Account #: \_\_\_\_\_  
Budget Opening Required: \_\_\_\_\_

**ISSUE:**

A Resolution adopting a final budget for the Housing Authority of West Valley City for the Fiscal Year commencing July 1, 2015 and ending June 30, 2016.

**SYNOPSIS:**

This resolution adopts the final budget for the Housing Authority of West Valley City for the 2015-2016 fiscal year after receiving public comment at a hearing on June 2, 2015.

**BACKGROUND:**

The Housing Authority adopted a tentative budget that was made available for public inspection during regular office hours in the City's Recorder's office and gave notice of a hearing to receive public comment, before adopting this final budget for FY 2015-2016.

**RECOMMENDATION:**

City staff recommends approval of the Resolution

**WEST VALLEY CITY HOUSING AUTHORITY**

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION ADOPTING THE ANNUAL  
BUDGET FOR THE WEST VALLEY CITY  
HOUSING AUTHORITY FOR THE FISCAL YEAR  
COMMENCING JULY 1, 2015 AND ENDING JUNE  
30, 2016.**

**WHEREAS**, as required by law, the West Valley City Housing Authority (the “Housing Authority”) submitted a proposed annual budget (the “Budget”) to the Housing Authority Board of Commissioners for review and revision before final approval; and

**WHEREAS**, on May 12, 2015, by Resolution No. 15-03, the Housing Authority tentatively adopted the Budget; and

**WHEREAS**, the Housing Authority held a public hearing on June 2, 2015, to consider final adoption of the Budget for the 2015-2016 fiscal year; and

**WHEREAS**, the Housing Authority caused a notice of public hearing to be published in a local newspaper of general circulation at least two weeks in advance of the public hearing; and

**WHEREAS**, the Housing Authority made available a copy of the Budget for public inspection during regular business hours in the office of the Secretary, located at 3600 Constitution Boulevard, West Valley City, Utah, at least ten days before the commencement of the public hearing and adoption of a final budget; and

**WHEREAS**, the Housing Authority has considered all written and oral statements made at the public hearing objecting to or supporting the Budget, based upon the testimony received at the public hearing; and

**WHEREAS**, the Board of Commissioners of the Housing Authority has determined that it is in the best interests of the citizens of West Valley City to adopt the annual Housing Authority Budget for the 2015-2016 fiscal year;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the West Valley City Housing Authority that the “Housing Authority of West Valley City Annual Implementation Budget 2015-2016,” attached hereto as Exhibit “A,” is hereby adopted for the fiscal year commencing July 1, 2015 and ending June 30, 2016.



**PASSED, APPROVED, and MADE EFFECTIVE** this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

WEST VALLEY CITY  
HOUSING AUTHORITY

\_\_\_\_\_  
CHAIR

ATTEST:

\_\_\_\_\_  
SECRETARY

**HOUSING AUTHORITY - FUND 26  
REVENUE STATEMENT**

	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Tentative 2015-2016	Percent Change
<b>OPERATING REVENUES</b>						
<b>HOPWA:</b>						
Salt Lake City	47,484	40,058	39,032	52,000	52,000	
State of Utah	0	20,720	44,921	0	0	
<b>Total HOPWA</b>	<b>47,484</b>	<b>60,778</b>	<b>83,953</b>	<b>52,000</b>	<b>52,000</b>	<b>0.0%</b>
<b>VOUCHERS:</b>						
Interest Income	3,855	2,670	1,574	0	0	
Fraud Receivables	2,601	0	0	0	0	
Misc. Revenue	1,174	605	1,554	0	0	
Administrative Subsidy	304,098	281,966	263,976	0	0	
Portability Payments	102,677	96,184	103,320	0	0	
Housing Payments	2,661,194	2,682,868	2,759,413	2,974,600	3,430,000	
<b>Total Vouchers</b>	<b>3,075,599</b>	<b>3,064,293</b>	<b>3,129,837</b>	<b>2,974,600</b>	<b>3,430,000</b>	<b>15.3%</b>
<b>PUBLIC HOUSING:</b>						
HUD Operating Subsidy	68,152	17,874	0	0	0	
HUD Capital Funds	0	0	0	0	0	
Rental Income	(1,704)	0	0	0	0	
Misc. Revenue	(14,925)	497	0	0	0	
Sale of Assets	487,929	613,226	5,127	0	0	
<b>Total Public Housing</b>	<b>539,452</b>	<b>631,597</b>	<b>5,127</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>HOME:</b>						
Salt Lake County	92,071	41,954	0	0	0	
<b>Total Home</b>	<b>92,071</b>	<b>41,954</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>SHELTER CARE:</b>						
Shelter Plus Care - SL County	227,922	189,615	221,380	190,000	30,000	
Special Shelter Care	0	134,427	119,675	135,000	40,000	
<b>Total Shelter Plus</b>	<b>227,922</b>	<b>324,042</b>	<b>341,055</b>	<b>325,000</b>	<b>70,000</b>	<b>-78.5%</b>
<b>Total Operating Revenue</b>	<b>3,982,528</b>	<b>4,122,664</b>	<b>3,559,972</b>	<b>3,351,600</b>	<b>3,552,000</b>	<b>6.0%</b>

**HOUSING AUTHORITY - FUND 26  
EXPENSE STATEMENT**

	<b>Actual 2011-2012</b>	<b>Actual 2012-2013</b>	<b>Actual 2013-2014</b>	<b>Adopted 2014-2015</b>	<b>Tentative 2015-2016</b>	<b>Percent Change</b>
<b>OPERATING EXPENSES</b>						
<b>GENERAL</b>						
General Admin/Proj Cost	(39,904)	(2,881)	2,515	199,498	180,595	
Cost: Acctg, etc.	(1,215)	0	0	0	0	
HOPWA	0	0	0	(3,640)	(3,640)	
Vouchers	0	0	0	(175,808)	(172,855)	
Shelter Plus	0	0	0	(13,300)	(2,100)	
Special Shelter	0	0	0	(6,750)	(2,000)	
Public Housing	0	0	0	0	0	
<b>General Subtotal</b>	<b>(41,119)</b>	<b>(2,881)</b>	<b>2,515</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>HOPWA</b>						
Administration	3,500	4,528	3,436	3,640	3,640	
Housing Assistance	43,984	56,250	80,517	48,360	48,360	
<b>HOPWA Subtotal</b>	<b>47,484</b>	<b>60,778</b>	<b>83,953</b>	<b>52,000</b>	<b>52,000</b>	<b>0.0%</b>
<b>VOUCHERS</b>						
Depreciation	4,894	4,894	2,219	0	0	
Administration	317,227	351,756	346,195	295,460	343,000	
Vouchers - Regular	2,919,962	2,859,380	2,783,850	2,679,140	3,087,000	
<b>Vouchers Subtotal</b>	<b>3,242,083</b>	<b>3,216,030</b>	<b>3,132,264</b>	<b>2,974,600</b>	<b>3,430,000</b>	<b>15.3%</b>
<b>PUBLIC HOUSING</b>						
Administration	98,648	55,191	0	0	0	
Depreciation	19,475	796	0	0	0	
Utilities	12,186	470	0	0	0	
Building Maintenance	12,000	8,611	0	0	0	
<b>Public Housing Subtotal</b>	<b>142,309</b>	<b>65,068</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>HOME</b>						
Administration	8,864	0	0	0	0	
Home Projects	83,207	41,954	0	0	0	
<b>HOME subtotal</b>	<b>92,071</b>	<b>41,954</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>SHELTER PLUS</b>						
Administration	14,989	13,095	15,231	13,300	2,100	
Housing Assistance	212,933	176,520	206,149	176,700	27,900	
<b>Shelter Plus subtotal</b>	<b>227,922</b>	<b>189,615</b>	<b>221,380</b>	<b>190,000</b>	<b>30,000</b>	<b>-84.2%</b>
<b>SPECIAL SHELTER CARE</b>						
Administration	0	6,892	5,857	6,750	2,000	
Housing Assistance	0	127,535	113,818	128,250	38,000	
<b>Spec Shelter Care subtotal</b>	<b>0</b>	<b>134,427</b>	<b>119,675</b>	<b>135,000</b>	<b>40,000</b>	<b>100.0%</b>
<b>Total Operating Expenses</b>	<b>3,710,750</b>	<b>3,704,991</b>	<b>3,559,787</b>	<b>3,351,600</b>	<b>3,552,000</b>	<b>6.0%</b>